

VMware Horizon View Portal

How to Log in

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WHAT YOU NEED TO LOG IN TO COSA HORIZON VIEW

If you're logging in for the first time, here are things you need to have:

1. **COSA Windows AD Account.**
2. **Multi-Factor Authentication (MFA)** as an additional layer of security
 - a. This is the same MFA which is currently used in combination with your username and password on Office 365 applications like Outlook, Teams, and One Drive.
 - b. The Horizon View connection will request an MFA authentication code using the same notification method established when you set up your O365 MFA (e.g., text to cell phone); re-authentication is required every 90 days.
3. **Access to COSA Horizon View applications and Virtual Desktop.**

Contact ITSD Service Desk at (210) 207-8888 Option 1 if you could not login or see any of your applications.

4. **VMware Horizon View Client.**
 - Many Horizon View applications and Virtual Desktop will require that you install on your device VMware Horizon View Client. Click this link for [Step-by-Step guide to installing VMWare-Horizon-Client and logging in](#)
5. **Internet Access** using supported browsers. Supported Browsers to Access Horizon View App Portal:
 - Internet Explorer 11 or later in Native browser
 - Mozilla Firefox (latest)
 - Google Chrome (latest)
 - Safari (latest)
 - Google Chrome on Android devices
 - Safari on iOS devices

***Note:** For best Horizon View page viewing, use newer browser versions.*

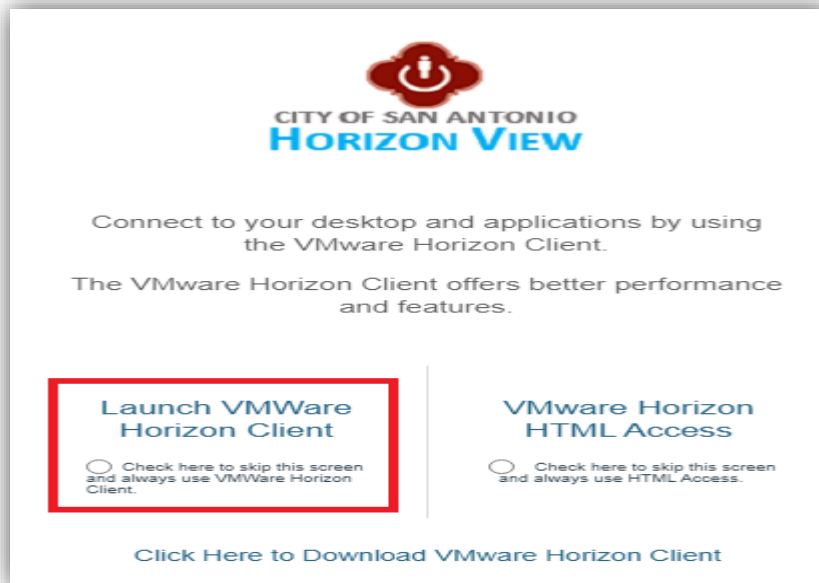
WAYS TO LOGIN INTO COSA HORIZON VIEW

1. **VMware Horizon View Client** installed on your device. (Recommended)
 - From the VMware View Client on your device, double click 'View.Sanantonio.gov' to open the login interface
2. **Internet Browser:**
 - From the COSA Web - <https://www.sanantonio.gov/easi> , Click on [HORIZON VIEW](#)
 - From <https://view.sanantonio.gov>

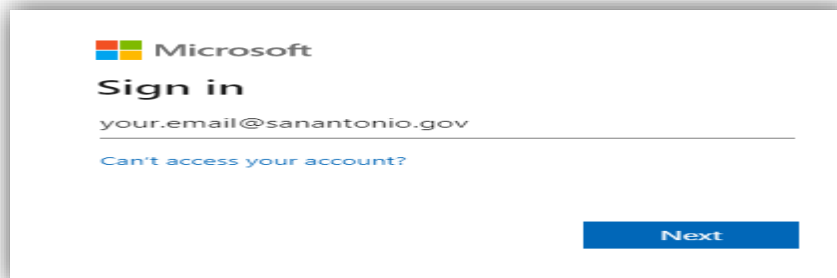
***Tip:** VMware Horizon Client access route offers better performance and features. You're strongly recommended to utilize VMware Horizon Client on your device.*

HORIZON VIEW LOGIN FROM BROWSER

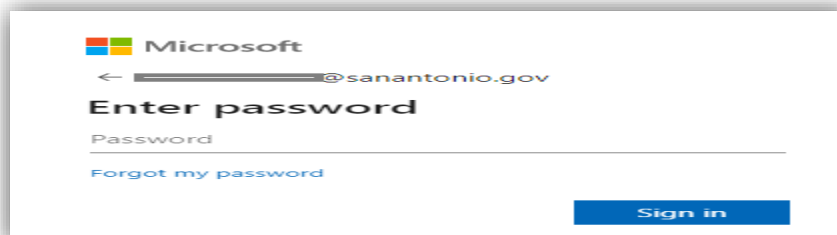
- From the [COSA-EASi](#) , Click on [HORIZON VIEW](#)
 - From [Http://view.sanantonio.gov](http://view.sanantonio.gov)
1. Click “Launch VMware Horizon Client”



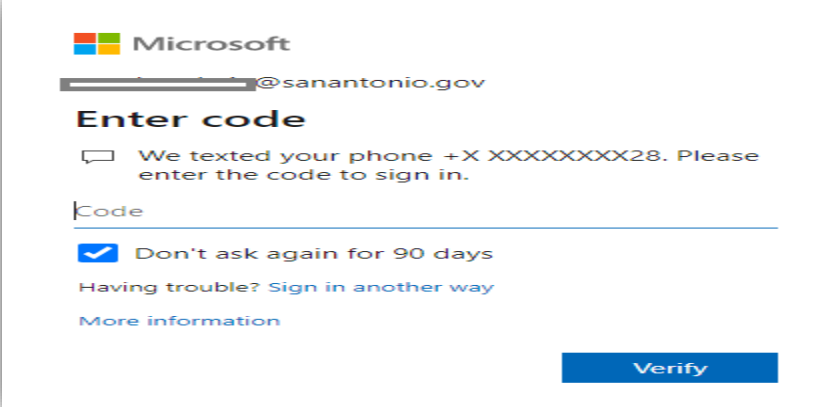
2. Sign in using your COSA email address for MFA authentication.



3. Enter your COSA AD account password



4. Enter the Code your received



Microsoft

@sanantonio.gov

Enter code

We texted your phone +X XXXXXXXXX28. Please enter the code to sign in.

Code

☒ Don't ask again for 90 days

Having trouble? [Sign in another way](#)

[More information](#)

Verify

5. Click Yes



Microsoft

@sanantonio.gov

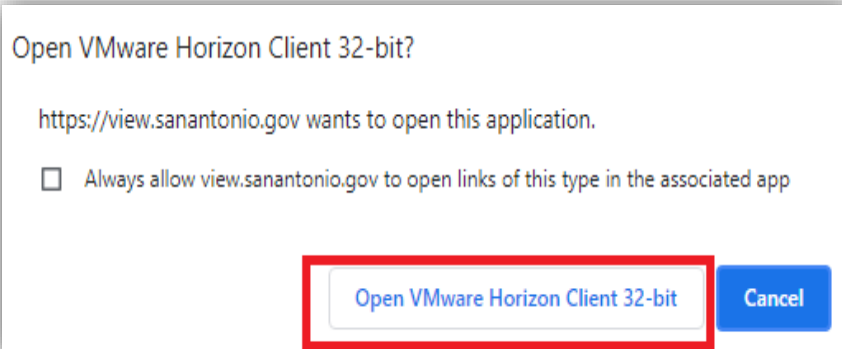
Stay signed in?

Do this to reduce the number of times you are asked to sign in.

☐ Don't show this again

No Yes

6. Click "Open VMware Horizon Client"



Open VMware Horizon Client 32-bit?

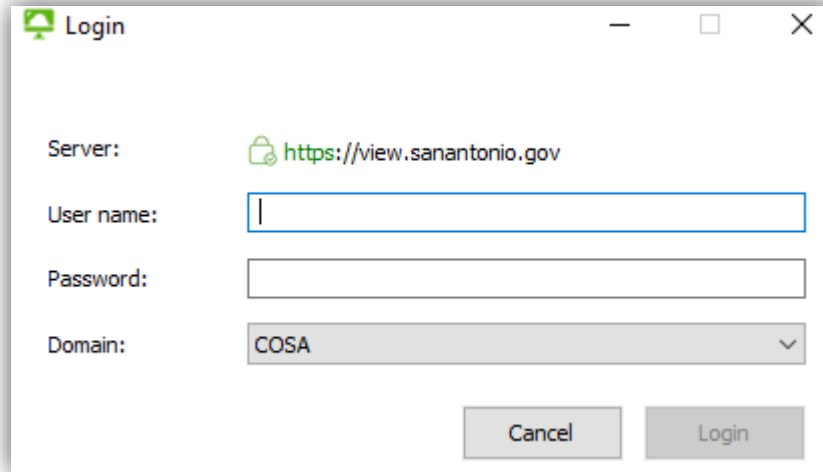
https://view.sanantonio.gov wants to open this application.

☐ Always allow view.sanantonio.gov to open links of this type in the associated app

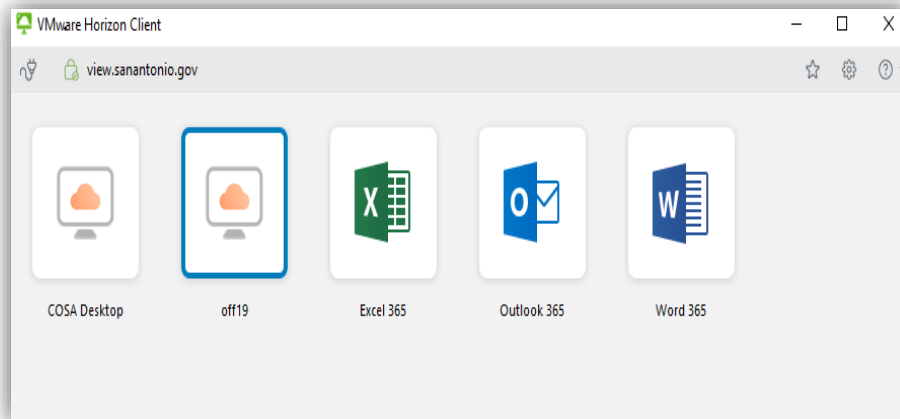
Open VMware Horizon Client 32-bit Cancel

Logging into Horizon View

7. Now Login to Horizon View using your COSA AD Account



8. You can now see all your assigned presented applications and COSA Desktop.

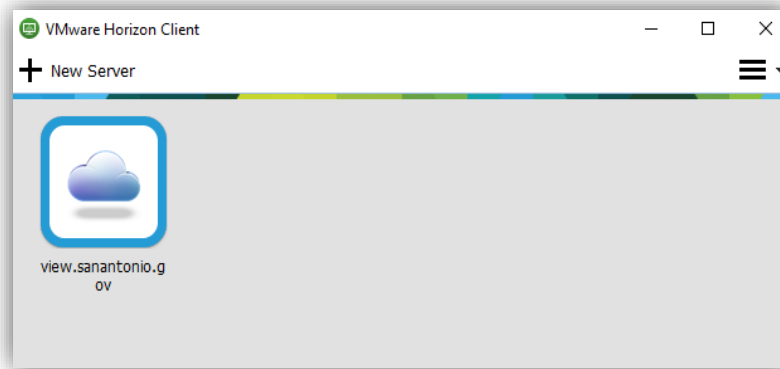


If you don't see your applications, please contact ITSD Service Desk at (210) 207-8888, Option 1.

HORIZON VIEW LOGIN FROM CLIENT ON DEVICE

1. Open VMware Horizon View Client on your device's desktop, double click 'View.Sanantonio.gov' to open the login interface
 - a. If you don't have VMware Horizon View Client installed on your personal device; click this link for Step by step guide for installing the [VMware Horizon Client](#)
 - b. If you have any issue installing [VMware Horizon Client](#) , please contact ITSD Service Desk at (210) 207-8888.
2. Follow the MFA authentication process as outlined above until you get to the Horizon Login page below.

Logging into Horizon View



The screenshot shows the 'Login' dialog in the VMware Horizon Client. The window title is 'Login'. The dialog contains the following fields and controls:

- Server:** A text field containing 'https://view.sanantonio.gov' with a green lock icon to its left.
- User name:** A text input field with a blue border.
- Password:** A text input field.
- Domain:** A dropdown menu with 'COSA' selected.
- Buttons:** 'Cancel' and 'Login' buttons at the bottom right.